

Catherine Cardinale
Health Director



Board of Health
26 Bryant St.
Dedham, MA
02026

Leontia Flanagan
Assistant Health Director

TOWN OF DEDHAM

Mary LaRoche
Public Health Nurse

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NOTICE OF VACANCY – INTERNAL POSTING

Mr. Paul M. Munchbach
Town Clerk
Dedham, MA 02026

Dear Mr. Munchbach:

In accordance with Sec. 6-13 of the Dedham Town Charter, please be advised that the following vacancy exists:

BOARD OF HEALTH – PUBLIC HEALTH NURSE POSITION

Part-time (22 ½ Hours/Week)
Code TS-3, Salary Range \$24.83- \$30.53 hrly

Person is primarily responsible for administering and conducting immunization clinics/programs, coordinates and schedules volunteer nurses and other to assist with programs, keeps records and files any necessary paperwork. Investigates records and takes appropriate action regarding communicable diseases; tests; and follow-ups. Plans, conducts, and supervises preventative programs promoting community health. Assists in inspection of summer camps and any other similar duties as required. Computer literacy, typing skills, and communications skills required. Works under the general direction of the Health Director. Please send applications/resumes before **Friday June 14, 2013** to:

Catherine Cardinale- Health Director
Town Office Building
26 Bryant Street
Dedham, MA 02027

The Town of Dedham is an Equal Opportunity Employer.